

Narrative

General Information

County Name: **Putnam**

Person Performing Ratio Study: **Janet Brown**

Email Address: **janet.brown@airhop.com**

Phone Number: **765-653-4312 ext. 215**

Sales Window (e.g. 1/1/19 to 12/31/19): **1/1/19 – 12/31/19**

If more than one year of sales were used, was a time adjustment applied? If no, please explain why not. If yes, please explain the method used to calculate the adjustment.

Groupings

In the space below, please provide a list of township and/or major class groupings (if any). Additionally, please provide information detailing how the townships and/or major classes are similar in the market.

In ResImp we have grouped Warren and Washington Townships as WarWas because Warren had only 2 valid sales. These townships are in the same school district and both are mostly farming communities with similar economic influences.

In ComImp we have grouped Cloverdale, Franklin, Greencastle and Washington as CloFraGreWas. We had less than 5 valid sales in each of these townships. The sales were in similar areas with economy and school districts very similar.

****Please note that groupings made for the sole purpose of combining due to a lack of sales with no similarities will not be accepted by the Department****

AV Increases/Decreases

If applicable, please list any townships within the major property classes that either increased or decreased by more than 10% in total AV from the previous year. Additionally, please provide a reason why this occurred. The calculation for the change uses the AV from the prior year with the prior year property class and the AV from the current year with the current year property class.

Property Type	Townships Impacted	Explanation
Commercial Improved	Cloverdale 21.13 Floyd -13.77 Greencastle -21.66 Washington 24.44	Class Code change from Exempt to Com 429, Commercial Building Remodel Split land and building to Class Code 101 Class Code from 435 to Exempt, Commercial Building Removed Class Code change from exempt to 419
Commercial Vacant	Cloverdale 19.09 Greencastle -23.01 Madison -16.67 Russell -24.53	Class Code change and Land changes 2 Class Code changes from 400 to 456 Majority of Land was AG, AG Price Reduction Majority of Land was AG, AG Price Reduction
Industrial Improved	N/A	
Industrial Vacant	N/A	
Residential Improved	N/A	
Residential Vacant	N/A	

Cyclical Reassessment

Please explain in the space below which townships were reviewed as part of the current phase of the cyclical reassessment.

All of Warren, Cloverdale, Res of Washington, Ag and Commercial of Jefferson, parts of Clinton, Floyd, Greencastle (mainly commercial), Jackson, Madison, Marion, Monroe, Warren and Washington.

Was the land order completed for the current cyclical reassessment phase? If not, please explain when the land order is planned to be completed.

No. We will start to work on it after the Roll has been completed.

Comments

In this space, please provide any additional information you would like to provide the Department in order to help facilitate the approval of the ratio study. Such items could be standard operating procedures for certain assessment practices (e.g. effective age changes), a timeline of changes made by the assessor's office, or any other information deemed pertinent.

We check the pictures during each visit to help determine if there have been changes and take new pictures as needed. We check to see if the grade is correct by using the DLGF pictures and a sheet called Grading Helper if we have a concern that it might have been originally put in incorrect or need changed because of remodeling. We use a form called Percentage of Completion to determine if there needs to be an effective age change. We compare the Condition for any changes from the previous visit and use the Table 3-12 from the Real Property Assessment guidelines to decide if the Condition is correct or needs adjusted.